

- a) Counsel are expected to select a jury promptly without arguing the case to the panel.
- b) In general, the court discourages side bar conferences because they are usually unnecessary. If counsel feel that a side bar is absolutely necessary, they shall state the side bar general purpose so that the court may decide whether one is in fact necessary.
- c) It is not necessary to ask permission to approach a witness.
- d) Counsel are expected to have their witnesses available, either in the courtroom or in the witness room located outside the courtroom. Please instruct your witnesses to speak slowly, distinctly and loud enough for all to hear. Examinations should be limited to direct, cross and re-direct unless there are exceptional circumstances.
- e) Counsel should use the podium for opening and closing statements.
- f) Counsel should move all exhibits in a clear voice, identifying each by name and/or number. If there is no objection, exhibits are automatically admitted.
- g) Counsel are expected to edit trial depositions to remove superfluous material.
- h) Counsel shall submit Rule 50 motions in writing.
- i) At the close of trial, exhibits are released to the custody of the party who offered them and should be picked up within 24 hours.

BY THE COURT:

MARVIN KATZ, S.J.